

Capital Projects Advisory Review Board

Virtual Meeting Via Teams

Meeting ID: 294 121 857 862 PC: SPJ7CP

MEETING AGENDA

December 8, 2022

CPARB Mission:

To provide an evaluation of public capital projects construction processes, including the impact of contracting methods on project outcomes, and to advise the legislature on policies related to public works delivery methods and alternative public works contracting procedures.

MEMBERS

Total = 25 Members: 21 Voting, 12 = Quorum

Janice Zahn (Chair)	Ports	Irene Reyes	Private Industry
Bill Dobyns (Vice-Chair)	General Contractors	Mark Riker	Construction Trades Labor
Corey Fedie	Public Hospital Districts	Linneth Riley Hall	Transportation
Lekha Fernandes	OMWBE	John Salinas II	Specialty Contractors
Bobby Forch, Jr.	Disadvantaged Businesses	Mike Shinn	Specialty Contractors
Sen. Bob Hasegawa	Senate (D)	Kara Skinner	Insurance/Surety Industry
Bruce Hayashi	Architects	Rep. Mike Steele	House of Representatives (R)
Janet Jansen	Dept. of Enterprise Services	Josh Swanson	Construction Trades Labor
Santosh Kuruvilla	Engineers	Rep. Steve Tharinger	House of Representatives (D)
Erik Martin	Counties	Robynne Thaxton	Private Industry
Keith Michel	General Contractors	Sen. Judy Warnick	Senate (R)
Karen Mooseker	School Districts	Olivia Yang	Higher Education
Mark Nakagawara	Cities		

AGENDA ITEMS	Purpose	Time	Presenter
Board Members and Public joining call	Gathering	7:45 AM	Teams
Call to Order & Roll Call for Quorum	Information	8:00	Janice Zahn\Talia Baker
Welcome Board Members & Introductions	Information	8:03	Janice Zahn
Approve Agenda	Action	8:05	Bill Dobyns
Approve 9/8/2022 & 10/13/2022 Meeting Minutes	Action → Defer to Feb	8:10	Bill Dobyns
Invitation for Public Comments	Information	8:20	Bill Dobyns
Chair Report	Information\Action	8:30	Janice Zahn
BOARD ENGAGEMENT			
Board Member Opening Thoughts/ Shared Commitments	Discussion	8:35	Janice Zahn
COMMITTEE REPORTS			
Small Works Committee	Information\Action	8:50	Bill Frare\Irene Reyes
15 MINUTE BREAK			
RESUME AT 11:00 AM, ADJUST REMAINING TIMES		10:45	All
Project Review Committee	Information	11:00	Jeff Jurgenson\Kyle Twohig
PRC Appointment for Construction Trades Labor	Information\Action	11:10	Janice Zahn
Board Development Committee	Information\Action	11:17	Robynne Thaxton
Legislative Writing\Drafting Committee	Information	11:25	Olivia Yang\Andrew Greene
Subcontractor Bid Listing Policy Evaluation Committee	Information	11:52	Bill Dobyns\Curt Gimmestad
15 MINUTE BREAK - CANCELLED			
LEGISLATION TRACKING\SESSION PROTOCOL	Information\Discussion	12:00 pm	Nancy Deakins\Talia Baker
NEW BUSINESS			
Revitalize Education, Outreach Workgroup & Industry Forum	Discussion	12:05	Janice Zahn\ALL
ADMINISTRATIVE			
Budget Report	Information	12:10	Nancy Deakins\Janet Jansen
February 9, 2023 Meeting Planning & Draft Agenda	Discussion	12:15	Bill Dobyns
CLOSING THOUGHTS OF BOARD MEMBERS	Information	12:20	Janice Zahn
ADJOURNMENT	Action	12:25 pm	Janice Zahn

Parking Lot Items:

- How to address Core Values as identified 2/11/2021;
- other Legal interpretations
- Inventory available training & consider restart of Education Committee

CPARB Members agree to uphold the following commitments at all meetings: Respect, Purpose, Listen to Understand, Accountability, and Inclusion

2023 Dates: 2/9, 4/13, 5/11, 9/14, 10/12, 12/14

DES Support: Nancy Deakins (360) 280-6236, Talia Baker (360) 790-8322

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IMPORTANT DEADLINES

- ✓ All meeting Pre-Reads due 1 week prior to the next Board Meeting
- ✓ Legislation Prefiling began on December 5, 2022
- ✓ Legislative Session Starts January 9, 2023

CPARB Member Shared Commitments:

We will embody the commitment of **Respect** by:

Listening first before speaking; Speaking respectfully with candor while being mindful of impacts and remaining open and honest; Respectfully embracing others' thoughts and opinions; Sharing your own thoughts and opinions without taking things personally; Being honest with one another; Being respectful to one another while acknowledging it's okay to disagree.

We will embody the commitment of **Purpose** by:

Staying focused on the purpose of CPARB by using agendas and engaging in board matters with a professional approach recognizing each member's personal life experiences; Ensuring meaningful, results oriented meetings; Showing up as open as possible ready to listen and learn; Coming prepared and with due diligence on meetings; Ensuring alternative delivery processes are efficient.

We will embody the commitment of **Listening to Understand** by:

Using active listening, without dominating and without judgment; Seeking to wholly understand others point of view; Listening and being considerate without negativity; Committing to exploring and understanding different viewpoints; Appreciating candor; Providing leverage for voices not being heard; Making time for conversations even if they are outside of the meeting.

We will embody the commitment of **Accountability** by:

Actively participating with clear expectations and clear responsibilities (within our statutory authority) while being unafraid to address problems; Coming to meetings, participating, following through on the work and commitments you make; Creating problem statements prior to discussions that summarize issues; Making solutions better with positive intent; Correcting factual inaccuracies with respect; Speaking with empathy and a focus on shared understanding instead of shame.

We will embody the commitment of **Inclusion** by:

Ensuring appropriate team members are included balancing the interests of different groups by seeking multiple perspectives to ensure inclusive participation; Ensuring active, early engagement for all participants; Balancing the interests of different groups; Being open to all feedback, everyone should be heard and held accountable; Acknowledging imbalances in relationships; Being comfortable with being uncomfortable.

February 9th Meeting: 8:00-1:00

- Minutes Special Meeting 11/9/2022
- Minutes 12/8/2022
- Legislation Tracking
- Committee Reports:
- New Business
- Board member recruitment/reapplication/reappoint?
- Budget and Compensation Guidelines

April 13th Meeting

- Minutes 2/9/2023
- Legislation Tracking
- Committee Reports:
- New Business
- WSU DB Demonstration Projects <\$2M Report (RCW [39.10.300](#) (6))

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